

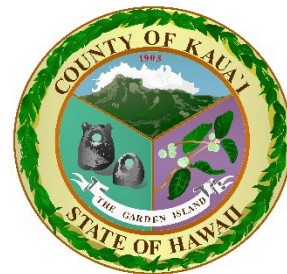


FIRE CHIEF REPORT to the FIRE COMMISSION



Reporting Month: April 2022

Submitted by
Office of the Fire Chief



KAUAI FIRE AND OCEAN SAFETY

VISION KAUAI FIRE DEPARTMENT CREATES A SAFER COMMUNITY BY CONTINUALLY STRIVING FOR EXCELLENCE IN PREVENTION & EMERGENCY RESPONSE

MISSION TO PRESERVE AND PROTECT LIFE, PROPERTY, AND THE ENVIRONMENT OF KAUAI COUNTY FROM ALL HAZARDS AND EMERGENCIES

STRATEGIC PRIORITIES: SERVICE DELIVERY PROFESSIONAL STANDARDS TRAINING/CAREER DEVELOPMENT

Fire and Ocean Safety	Partnerships	COVID 19
<ul style="list-style-type: none"> National Public Safety Telecommunicators ceremony Bi-Weekly Command Staff Meetings State Homeland Security Threat Briefing Anahola brush and nuisance fires are down significantly Tracking legislation: lifeguard protection, fireworks, EMT licensure 	<ul style="list-style-type: none"> Kauai Island Fire Chiefs meeting Pacific Tsunami Museum meeting regarding informational signage Hawai'i Fire Chiefs Association 2023 Annual Conference – on Kauai Workday – Payroll Management System w/ TCP Humanity Scheduler 	<ul style="list-style-type: none"> April 27: New Cases: 7-day average = 25 Test Positivity Kauai = 16.9% Vaccination Rate State (Kauai) <ul style="list-style-type: none"> 77.2% Fully Vaccinated (72%) 84.4% Initiated (78%) 39.1% Booster (39%)

RESOURCE UPDATE

<ul style="list-style-type: none"> Recruit Class 31 in progress – Graduation May 13 Battalion Chiefs to temporarily fill Assistant Chief vacancy Excess Pension Cost estimates show improvement Kalāheo flooring project completed Waimea flooring project scheduled for May 	<ul style="list-style-type: none"> Truck 6 replacement, vendor selected – 365 day build Outboard motors for Radon Boat on order Helicopter hangar project design in progress Resiliency Center Truck scheduled for shipment 5/5 (State Grant) Kapa'a backup generator project in procurement
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ADMINISTRATIVE BUREAU

FIRE DEPARTMENT FINANCIAL STATEMENT

Description	Budget	YTD Expenses	Expended	FY 20-21	Variance
Payroll Admin	\$ 2,407,025.00	\$ 1,747,687.31	73%	\$ 1,897,300.02	-7.89%
Payroll Fire Ops	\$ 22,643,225.00	\$ 15,571,660.96	69%	\$ 16,445,243.51	-5.31%
Payroll Prevention	\$ 924,290.00	\$ 611,124.54	66%	\$ 624,276.14	-2.11%
Payroll Training	\$ 1,139,472.00	\$ 517,628.02	45%	\$ 598,207.01	-13.47%
Payroll OSB	\$ 5,615,552.00	\$ 4,196,533.61	75%	\$ 4,347,017.11	-3.46%
PAYROLL SUBTOTAL	\$ 32,729,564.00	\$ 22,644,634.44	69%	\$ 23,912,043.79	-5.30%
Operating Admin	\$ 215,882.00	\$ 121,113.88	56%	\$ 249,048.86	-51.37%
Operating Fire Ops	\$ 2,554,754.00	\$ 1,727,702.44	68%	\$ 1,703,868.77	1.40%
Operating Prevention	\$ 29,645.00	\$ 7,166.25	24%	\$ 14,527.12	-50.67%
Operating Training	\$ 188,869.00	\$ 131,530.87	70%	\$ 72,500.52	81.42%
Operating OSB	\$ 271,574.00	\$ 145,533.46	54%	\$ 182,152.75	-20.10%
OPERATING SUBTOTAL	\$ 3,260,724.00	\$ 2,133,046.90	65%	\$ 2,222,098.02	-4.01%
GRAND TOTAL	\$ 35,990,288.00	\$ 24,777,681.34	69%	\$ 26,134,141.81	-5.19%

OVERTIME REPORT

OVERTIME TYPE	Monthly Cost	YTD Cost	FY20-21 YTD Cost	Cost % Variance
Regular	\$ 126,050.27	\$ 990,088.59	\$ 912,628.63	8.49%
Rank for Rank	\$ 96,233.17	\$ 768,803.45	\$ 755,207.47	1.80%
Scheduled	\$ 22,954.64	\$ 208,318.26	\$ 218,563.71	-4.69%
Training	\$ 17,822.94	\$ 94,837.86	\$ 114,536.46	-17.20%
TOTAL	\$ 263,061.02	\$ 2,062,048.16	\$ 2,000,936.27	3.05%

STAFFING

Description	Vacancies	Total Authorized	NOTES
Administration	1	13	Asst Chief
Operations	4	132	4 FFT
Prevention	1	5	Fire Inspector II
Training	0	3	
Ocean Safety FT	1	54	OSO II
Ocean Safety ST	0	6	
TOTAL	7	213	

FACILITIES

Description	Exceptions
Fire Stations	Generator at S2, App Door frame at S2
Administration	
Training	
Air Operations	Building is not adequate for Air1
Towers	Floors at Hanalei Pavilion, Salt Pond, Hā'ena
Utility	

FLEET UPDATE

Description	NOTES
Engines	All mission capable
Trucks	Truck 6 & Truck 8 OOS
Watercraft	Radon – OOS
Staff	BC Vehicle, Mechanic vehicle – Budget approved

FIRE OPERATIONS BUREAU

FIRE OPERATIONS CALLS FOR SERVICE

Description	2022 April	2021 April	Variance	Current YTD Total	FY 20-21 YTD Total	Variance
Brush Fire	32	25	28.00%	102	61	67.21%
Crop Fire	1	0	100.00%	4	3	33.33%
EMS	355	313	13.42%	1,507	1,322	13.99%
Extrication Rescue	0	1	-100.00%	5	4	25.00%
False Call	9	9	0.00%	38	57	-33.33%
Good Intent	98	51	92.16%	297	194	53.09%
Hazardous Condition	2	0	100.00%	17	6	183.33%
Rescue/EMS Standby	7	2	250.00%	17	4	325.00%
Ruptures/Explosion	0	0	0.00%	0	0	0.00%
Search for Lost Person	10	4	150.00%	37	9	311.11%
Service Call	26	37	-29.73%	161	173	-6.94%
Severe Weather	0	0	0.00%	0	8	-100.00%
Structure Fire	9	6	50.00%	33	19	73.68%
Type Not Specified	2	0	100.00%	2	0	100.00%
Vehicle Fire	8	6	33.33%	23	13	76.92%
Water Rescue	6	3	100.00%	12	9	33.33%
TOTAL	565	457	23.63%	2,255	1,882	19.82%

OPERATIONS HIGHLIGHTS

Rescues:

- Incident #1984: Response for missing swimmer near Timbers Resort. Body recovered by USCG with assistance from Station 3 units and KPD.
- Incident #2099: Response for two swimmers in distress at Queens Bath. North Roving Ski located and rescued swimmers.
- Incident #2103: Response for customer at Kaua'i ATV Zipline Tour in cardiac arrest. Station 4 with AMR and KPD accessed, treated and packaged patient in remote area.
- Incident #2139: Response for injured hiker at Waipo'o Falls. Patient with multiple injuries, short-hauled from falls.
- Incident #2162: Response for injured hiker at Ho'opi'i Falls. Station 8, Rescue 3 and Air 1 accessed patient, short-hauled to LZ. Patient care transferred to AMR for further treatment and transport.
- Incident #2194: Response for injured hiker on trail to Waipo'o Falls. Station 7 and Rescue 3 personnel accessed and treated patient.

FIRE PREVENTION BUREAU

PREVENTION BUREAU STATISTICS						
Description	Month Total	FY21-22 Month	% Variance	Current YTD	FY20-21	% Variance
					YTD	
Fire Investigation	1	0	0%	22	18	22%
ADU Permit Applications	6	1	500%	41	47	-13%
Bldg Permit Plan Review	129	30	330%	1053	553	90%
Planning Dept Review	15	3	400%	86	31	177%
Cert. of Occupancy Inspection	20	3	567%	326	49	565%
Business Occupancy Inspection	15	2	650%	140	49	186%
Witness Acceptance Tests	5	1	400%	79	26	204%
Fire Extinguisher Training	0	1	-100%	6	6	0%
Fire Safety Presentation	0	0	0%	9	3	200%
Telephone/Email Inquiries	356	66	439%	3465	902	284%
Complaint Investigations	0	1	-100%	6	6	0%
Sparky Presentation	0	0	0%	1	6	-83%
Fireworks Displays & Inspections	0	0	0%	21	33	-36%
TOTAL	547	108	406%	5255	1729	204%

To increase FPB efficiency staff evaluated and improved processes for:

- Web-based completion of Witness Acceptance Test
- GIS Mapping of Inspection Status
- Electronic records storage within Real Property by TMK

To enhance skills and knowledge Inspectors to courses on:

- Rural and Suburban Water Supply
- Hydrant testing standards
- Elements software electronic forms development

Items of interest under development:

- Livestock grazing for fire control in Kokee and Anahola
- Media Team – Residential Plan Review....Updated water requirements
- Judiciary approved community service for KFD assistance

Key Meetings:

- Hawai'i Wildlife Mitigation planning
- State Fire Council for Fire Code Amendment changes of 2021 NFPA 1
- IT/NIC Hawai'i for automation of permit invoicing continues
- IT for Land Information Management records integration continues

FIRE TRAINING BUREAU

2022 TRAINING PLAN Q1

Keystone Objective	<ul style="list-style-type: none"> Extended Fire Attack
Task Standards	<ul style="list-style-type: none"> Tank water attack Hydrant attack to Tank Water Attack Hose Deployments
Interdepartmental Training	<ul style="list-style-type: none"> Helicopter Ops with KPD
Refresher	<ul style="list-style-type: none"> Ropes Rescue / Hose Handling
EMS Training	<ul style="list-style-type: none"> Vector Solutions CPR feedback manikin

- **Recruit Training: Alpha and Bravo – Two groups of recruits running concurrently**
- **Task Performances: Tank Water Attack, Tank to Hydrant, Hose Deployments**
- **Ropes Rescue Cadre: MPD Training**
- **Fire Ground Ops Cadre: Hose Handling**

YTD Extra Plan Hours: These include Tasks Performances and keystones from previous quarters.

Additional Hours: Crews are training on firefighting disciplines above and beyond the Training Plan.

Total Plan Hours: Includes crews executing Task Performances that are part of the 2022 Training Plan but not assigned in Q2.

TRAINING STATISTICS

Description	April Hours	Current Year-to-Date Total
Task Performances	59	228
SCUBA Quarterly	60	120
Opportunity/Refresher	708	1286
Plan Hours	831	1887
Additional Hours	283	1623
TOTAL	1114	3510

OCEAN SAFETY BUREAU

OCEAN SAFETY BUREAU						
TOWERS						
Description	April Total	FY 20-21 Month Total	% Variance	Current YTD Total	FY 20-21 YTD TOTAL	% Variance
Rescue	36	23	57%	147	100	47%
Assist	0	0	0%	0	0	0%
Preventive Actions	3,422	4,625	-26%	61,930	24,240	155%
1 st Aid	48	134	-64%	1,850	888	108%
Public Contact	N/A	16,848	N/A	124,065	71,364	74%
Beach Attendance	184,584	140,186	32%	957,714	821,400	17%
ROVING PATROL						
Rescue	3	4	-25%	68	16	325%
Jet Ski Rescue	3	3	0%	35	11	218%
Assist	0	0	0%	0	0	0%
Preventive Actions	32	1,125	-97%	15,463	5,895	162%
1 st Aid	4	2	100%	414	122	239%
Public Contact	N/A	1,567	N/A	25,061	21,312	18%
Beach Attendance	12,310	23,733	-48%	165,837	186,550	-11%
DROWNING						
Statistics	1	1	0%	8	4	100%
TRAINING / COMMUNITY SERVICE						
ITEM	Month Hours	FY 20-21 Month Hours	% Variance	Current YTD Total Hours	FY 20-21 YTD Total Hours	% Variance
Training	48	0	0%	440	436	1%
Community Service	0	0	0%	70.5	16	341%
Jr. Lifeguard	12	0	0%	314	0	0%

Ocean Safety Bureau:

- OSO1 Open Recruitment
- Jr. Lifeguard Program meeting
- EMS Committee meeting
- Rescue Craft Refresher Training
- KFD Recruit Rescue Craft familiarization
- WatchTower electronic data collection

GOALS

Goal #1 – Develop standard of response coverage for the County of Kaua‘i Fire Department

Objectives	Success Measurements	Desired Outcome	Status
<p>G1A: Complete a community risk assessment</p> <p>G1B: Complete a resource utilization study to understand the “as-is” status</p> <p>G1C: Develop response/deployment plan to address identified risk</p>	<ol style="list-style-type: none"> 1. Define the threats, hazards, and vulnerabilities inherent in this environment. 2. Documented “as-is” status of KFD service delivery 3. Documented response and deployment goals, performance metrics and resource needs 	<p>Kaua‘i Fire Department has established service delivery goals that meet the expectations of the community. Service delivery goals to drive resource needs, are well documented, and clearly communicated.</p>	<p>G1A: On Track</p> <ul style="list-style-type: none"> • Vendor identified for Community Risk Dashboard. Community Risk being identified through response data analysis. Analyzing call volume, call types, call locations, time of day, day of week, etc. <p>G1B: COMPLETE</p> <ul style="list-style-type: none"> • Utilization study conducted to identify as-is baselines: Final report received, presented to Fire Commission at December meeting. <p>G1C: On Track</p> <ul style="list-style-type: none"> • Establish baseline performance and critical task capability - COMPLETE • Training and evaluation developed for tactical deployment scenarios; benchmarks developed – COMPLETE • Establish training and performance evaluation criteria to support operations - COMPLETE • Next Steps: <ul style="list-style-type: none"> ○ Incorporate risk identification to standard deployment methods

Goal #2 – Develop a policy management process for the County of Kaua‘i Fire Department.

Objectives	Success Measurements	Desired Outcome	Status
<p>G2A. Identify and create a working group to review revise and implement policies and procedures.</p> <p>G2B. Identify any KFD policies that should be revised and any gaps in existing policies.</p> <p>G2C. Institutionalize policies and procedures through communication of performance expectations, and promotional processes. Implement revised and/or new policies as deemed necessary to include a communications action plan.</p>	<ol style="list-style-type: none"> 1. Working group established comprised of broad cross section of personnel to review and implement policies and procedures. 2. Revised and/or new policies as implemented as needed. 3. Revised and/or new policies are successfully communicated to KFD personnel. 	<p>Policies reflect best industry practices and meet the legal/operational needs of the Fire Department. Policies are regularly reviewed and amended to meet evolving circumstances and are successfully communicated to KFD personnel.</p>	<p>G2A: On Track</p> <ul style="list-style-type: none"> • Invitations for policy and procedures committee have been sent. • Next steps to coordinate kick-off meeting and establish charter. <p>G2B: On Track</p> <ul style="list-style-type: none"> • Established “single source of truth” for written guidelines. Identified PowerDMS as the record repository. COMPLETE • Rules and Regulations draft complete, out for external review. • Next steps: <ul style="list-style-type: none"> ○ Draft to HR for review pending feedback ○ Draft to Supervisors for review and feedback upon HR approval ○ Submit for HFFA consultation <p>G2C: COMPLETE</p> <ul style="list-style-type: none"> • Implemented training task standards with references to applicable policies and procedures • Identified key policies and procedures for promotional exam testing this cycle. • Utilize PowerDMS to track review and acknowledgement of policies and procedures by individual.

Goal #3 – Identify career development pathway for County of Kaua‘i Fire Department

Objectives	Success Measurements	Desired Outcome	Status
<p>G3A. Work with HR Department, staff, and labor groups to refine promotional processes to aid in career growth pathways</p> <p>G3B. Work with HR, staff, and labor groups to develop a career path plan to aid in career development for KFD personnel.</p>	<ol style="list-style-type: none"> 1. Personnel know and understand essential elements of career advancement and role expectations. 2. Consistency and transparency in promotional process 	<p>Personnel are better prepared to progress within the department improving morale, retention, and preserving institutional knowledge.</p>	<p>G3A: COMPLETE Convened stakeholder committee to review promotional processes and implemented recommendations for 2021 promotion process. NOTE: This group will continue to meet to refine the process on an ongoing basis.</p> <p>G3B: COMPLETE Promotional written test materials identified and communicated.</p>